

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 08.05.20	Name: Laurence Barnes Signature:	R.H. , W.S. All Managers All Staff	Well Fare Facilities	Employees Contractors Visitors General Public

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Welfare facilities contain suitable levels of soap and hand sanitiser Employees to wash their hands with soap regularly for 20 Seconds Daily cleaning in place for all areas. Signs in place to show washing	Increase the cleaning frequency within the communal areas. The canteen, toilets, door handles and handrails. Cleaning Rota to be handed in on a weekly basis	A.Clewes	28.05.20	4	2	8	M

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 08.05.20	Name: Laurence Barnes Signature:	R.H. , W.S. All Managers All Staff	Canteen	Employees Contractors Visitors General Public

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading Social Distancing Needs looking at very tight space	A - All	4	4	16	H	Signs in place to show 2 m distancing in these areas. Hand wash facilities in place with soap and sanitiser. Posters displaying correct hand washing and hygiene etiquette.	Block off some seats to keep a 2 m distance. Consider the no of people in this area at any given time – Stagger the breaks of different teams. Open the development kitchen for staff to consume food at a safe distance.	L. Barnes A. Clewes L. Barnes	26.05.20 01.06.20 26.05.20	4	2	8	M

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 08.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Entry and Exit	Employees Contractors Visitors General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading Entering and exiting through the same door.	A - All	4	4	16	H	Signs in place to show 2 m distancing on the floor. Hand sanitiser dispensers at all entry and exit points. Staff to wash hands after entry into the building as part of work procedure.	One way system in place for staff entry through the canteen to the clock machine then down the stairs to exit via the warehouse.	A. Clewes	20.06.20	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Wholesale Counter	Employees Contractors Visitors General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	<p>Signs in place to show 2 m distancing on the floor and at eye level</p> <p>Sanitiser dispenser in place for visitors to use prior to entry.</p> <p>Protective screens are in place on the counter to protect staff.</p> <p>One-way system in place so customers leave via a different door. Channel has been coned off to enable.</p>	<p>Regular cleaning of the Orange wholesale trolley handles. Cleaning schedule in place to be filled in daily.</p> <p>Customers mandatory to wear a mask when on site.</p>	<p>A. Clewes</p> <p>A. Clewes</p>	<p>28.05.20</p> <p>24.07.20</p>	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Wholesale Counter	Employees Contractors Visitors General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	PPE Supplied to Staff gloves when handling money.. Wholesale counter is regularly cleaned and sanitised.	Cleaning schedule to be filled in daily and returned weekly	A. Clewes	28.05.20	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Main Warehouse / bulk fridge	Employees Contractors Visitors General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Social Distancing posters in place "2m" Banana Fridge and Kitchen Fridge signed to only 2 persons max at one time. Regular cleaning of fridge door handles in place	PPE to be worn by staff as social distancing cannot be adhered due to space issues and volume of people on site. Nights / Days and transport on site 4-6am. Noted in the main warehouse / Splits & dispatch fridge. Loading. Seen as a high risk and PPE to be used as a precaution.	Management	10.09.20	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature:	R.H. , W.S. All Managers All Staff	Main Warehouse	Employees Contractors Visitors General Public

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Mezzanine area is staff only now. Regular cleaning of the banister in place. Mezzanine has been signed to show 2m distancing. Offices to have one person only to allow distancing. Materials in place to allow staff to clean offices.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 - 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U - Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Main Warehouse	Employees Contractors Visitors General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Mezzanine trolleys are cleaned at end of shift. Staff are using disposable rubber gloves.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Splits Fridge / Dispatch Fridge	Employees Contractors Visitors General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading Strip Curtains are dirty	A - All	4	4	16	H	One way system in place. Signs on the floor and the racking reminding all to keep 2 metres. Picking trolleys and flower trolleys cleaned after shifts. Staff to wear masks where 2m distancing not able.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes Signature:	R.H. , W.S. All Managers All Staff	Drivers using Transport externally	Employees General Public

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Drivers to wear mask and gloves when making a delivery. Sanitiser is available in every van and is used after each drop. Drivers are assigned to the same van. Drivers have a daily van cleaning schedule to complete daily especially internally. Drivers return to site sanitise and wash hands as per entry procedure.				4	1	4	A

Freshview Foods	Assessor	Distribution	Location	Effects
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At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 - 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U - Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Drivers and Vans & Delivery to sites	Employees General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Signs in place in the transport office to inform the drivers regarding the use of PPE. Drivers trained in the safe delivery of goods to customers and to adhere to their on-site H&S requirements.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Transport Office	Employees General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading Small office space usually 2 persons work there.	A - All	4	4	16	H	3 persons only allowed in the transport office. Due to social distancing. Drivers to debrief through the window.to keep distancing	Remove chairs and close off desks in the office Clip boards to be sanitised daily when returned by drivers.	K Knapper K.Knapper	12.05.20 24.08.20	4	2	8	M

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Buyers Office	Employees General Public
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Screens in place where staff are sitting opposite. One member of staff working from home. Limited staff currently working in this area and are not hot desking.	If more personnel come back into work re assessment required if more staff return. Cleaning schedule in place Screens to be put up where personnel are sat opposite. Extra cleaning in place as hot desking has been happening. Staff to clean work station before and after shift.	L. Barnes A. Clewes A. Clewes Management	Ongoing 28.05.20 15.07.20 15.12.20	4	2	8	M

Freshview Foods	Assessor	Distribution	Location	Effects
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At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Accounts Office	Employees
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Signs in place to show social distancing and to knock before entry Office space is cleaned daily. Only certain personnel are using this area Staff are not sitting across from each other to work 2 m apart. Signs in place masks to be worn when entering.	Reduce the number of people working in this area – 1 per office to keep 1 m physical distance Currently 3 people working in an enclosed space	A. Clewes A. Clewes	03.07.20 03.07.20	4	2	8	M
Freshview Foods		Assessor		Distribution		Location		Effects					

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Date Assessed: 09.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Sales Office	Employees
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading People will be sitting across from each other Hard not to go near anyone on entry or exit	A - All	4	4	16	H	Signs in place to show social distancing and to knock before entry Office space is cleaned daily. Only certain personnel are using this area currently limited to 4 maximum. Office has been spaced out to aid distancing.				4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 10.05.20	Name: Laurence Barnes Signature:	R.H. , W.S. All Managers All Staff	Smoking Area	Employees

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R R	RR					S	P	RR	RR
Catching Spreading	A - All	4	4	16	H	Signs stating 2 persons in this area.	Sign needs re – fixing as it has come loose.	Management	03.07.20	4	1	4	A

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESHVIEW FOODS

Freshview Foods	Assessor	Distribution	Location	Effects
Date Assessed: 10.05.20	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Prep Room	Employees
	Signature:			

Scope of Risk Assessment	Key Activities	Inclusive Dates
Coronavirus (Covid-19)		On going – As per Government guidance

Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Catching Spreading Staff working in proximity with others	A-All	4	4	16	H	Daily cleaning and sanitizing of areas. Changing room, office. Staff wearing visors in areas where 1m social distancing cannot be conducted. Staff in at staggered shifts to reduce the number of people in the area. Staff to not work facing each other. Screen has been put in place on the inspection table to prevent this.				4	1	4	

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Date Assessed: 06.01.21	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Site	Employees
	Signature:			

Scope of Risk Assessment Coronavirus (Covid-19)	Key Activities	Inclusive Dates On going – As per Government guidance
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Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R R	RR					S	P	RR	RR
Increased risk of infection for vulnerable workers.	E - I	4	4	16	H	Staff to notify if they fall into any of categories. Shielding, self-isolating or symptoms of coronavirus.				4	2	8	M
Mental Health and well being affected through isolation	E	3	3	9	M	Staff are updated with information to keep them involved with information. Well being Service is available through the company health insurance package. This has been communicated to staff. Regular communication with staff to check all is ok for those working from home.				2	2	4	L

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

RISK ASSESSMENT

FRESVIEW FOODS

Date Assessed: 06.01.21	Name: Laurence Barnes	R.H. , W.S. All Managers All Staff	Site	Employees
	Signature:			

Scope of Risk Assessment Coronavirus (Covid-19)	Key Activities	Inclusive Dates On going – As per Government guidance
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Hazard Identified	At Risk	Risk Level Before Control measures				Control Measures	Additional Control Measures required	To be actioned by	Completion Date	Final risk Level			
		S	P	R	RR					S	P	RR	RR
Musculoskeletal disorders using DSE at home.	E	3	3	9	M	Staff set information on how to use DSE safely at home. Information to take regular breaks and how to set up the equipment properly.				2	2	4	L

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			

Review Dates

01.08.20 - Review all areas and update Prep Room Controls

24.07.20 – Face masks Mandatory for customers

24.08.20 – Review control measures and add new ones Transport Sanitising clipboards

10.09.20 – Review areas where social distancing is hard to observe now that more personnel are back on site. Ad PPE as a precautionary

06.01.21 – Review all areas due to change in legislation (Lock down 3) Amended Buyers office & Accounts office to show new further controls. Added Mental Health / DSE and Vulnerable Workers to the risk assessment.

At Risk	Severity		Probability		Risk Rating		
E - Employees	1	No Injury	1	Very Unlikely	1 – 5	LOW	A - Acceptable
C - Contractors	2	Minor Injury	2	Unlikely	6 - 14	MEDIUM	M - More Analysis Required
V - Visitors	3	+3 Day Absence	3	Likely	15 - 25	HIGH	U – Unacceptable Risk
P - Public	4	Major Injury	4	Very Likely			
A - All	5	Death	5	Virtually Certain			